

City of Salina



Plan Review Corrections and Conditions Letter

300 W. Ash, Room 205, Salina, KS, 67401 Telephone:
785.309.5715

Project	24-0001-TENF Tenant Finish - 248 N Santa Fe Ave, Salina, KS 67401, USA
Files and Attachments	Lee Lofts II Tenant Space 2 PERMIT Set.pdf 1st Submittal

Project Details

- Project Type: Tenant Finish

Instructions

Plan review comments in response to the plans submitted for review, have been separated below based upon whether they are corrections, deferred submittals or specials conditions. An explanation of each type of comment has been provided, below:

- **CORRECTIONS** are items required to be addressed prior to issuance of the requested building permit. **Our plan review response goal for resubmittals for corrections is five (5) business days.**
- **DEFERRED SUBMITTALS** are items required to be submitted & approved by City staff prior to scheduling the specified inspection. **Our plan review response goal for deferred submittal reviews is ten (10) business days.** A permit applicant or General Contractor may request that a deferred submittal be associated with an alternate inspection, subject to review and approval by the Building Official and / or applicable City plan reviewer. This request should be submitted per the instructions below.
- **SPECIAL CONDITIONS** are notations of project-specific requirements that do not require the submission of revised plans prior to building permit issuance or prior to a specified deadline. Rather, Special Conditions are provided to advise you of inspection or construction requirements and assist you in completing the project as required as well as in preparing for the noted inspection(s).

The special conditions listed do not include all possible conditions or inspection results that may apply to your project. A list of additional noteworthy items that are generally applicable to commercial construction projects in Salina has been prepared by City staff and can be

found on the City's website. You are encouraged to review the "[General Plan Conditions – Commercial Projects](#)" document to help your construction projects in Salina be successful.

NOTE: The City of Salina has adopted an Excessive Plan Review Fee. Each commercial building permit is allowed two (2) plan reviews under the normal plan review fee. If a permit has to have a third (3rd) plan review, a \$500.00 fee will be added to the permit for each plan review moving forward (3rd, 4th, 5th, etc.)

Thank you!

Above Ceiling Inspection Deferred Submittal

Fire

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FIRE SPRINKLER SYSTEM PLANS | 2012 IFC 901.2 & 105.4.4: Submit an electronic submittal of fire sprinkler plans, stamped by a minimum Level III NICET designer or sealed by an engineer, for review and approval prior to installation (or remodel) of equipment. A copy of the approved plans must be on site for inspection.

Fire

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FIRE ALARM SYSTEM PLANS | 2007 NFPA 72, 2012 IFC 901.2, 907.1.1 & 907.1.2: Submit an electronic submittal or three (3) sets of fire alarm plans, stamped by a minimum Level III NICET designer or sealed by an engineer, for review and approval prior to installation (or remodel) of equipment. A copy of the approved plans must be on site for inspection.

Final Inspection Deferred Submittal

Planning and Zoning

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EXTERIOR LIGHTING CUT SHEETS | SALINA MUNICIPAL CODE SECTION 42-321(4) | FINAL / TCO INSPECTION DEFERRED SUBMITTAL | PLANNING: Cut sheets and locations of any proposed exterior lighting must be submitted for review and approval ten (10) days prior to the desired date of any exterior lighting installation.

Final Inspection Special Condition

Building Services

[Page 1 | Sheet P1]

CERTIFICATE OF OCCUPANCY | 2012 IBC 111: A Certificate of Occupancy or a Temporary Certificate of Occupancy signed by the Building Official must be issued prior to placement of furniture, fixtures or equipment in the building or occupancy by employees and a Certificate of Occupancy signed by the Building Official must be issued prior to tenants or the owner occupying this space.

Building Services

[Page 2 | Sheet P2]

ADDRESS IDENTIFICATION | 2012 IBC SEC 501.2 AS AMENDED BY SALINA MUNICIPAL CODE SEC 8-1-1-501.2: New and existing buildings shall have approved Arabic address numbers in accordance with the following information: Distance from the Edge of Property Line and Road: 0-25 ft. ; Minimum Number Height: 4 in. ; Minimum Stroke Width: 0.5 in. Distance from the Edge of Property Line and Road: 25-50 ft. ; Minimum Number Height: 6 in. ; Minimum Stroke Width: 1 in. Distance from the Edge of Property Line and Road: 50-100 ft. ; Minimum Number Height: 8 in. ; Minimum Stroke Width: 1.25 in. Distance from the Edge of Property Line and Road: 100-150 ft. ; Minimum Number Height: 10 in. ; Minimum Stroke Width: 1.75 in. Distance from the Edge of Property Line and Road: Over 150 ft. ; Minimum Number Height: 12 in. ; Minimum Stroke Width: 2 in. The address numbers shall be installed on a contrasting background and be plainly visible from the street or road fronting the property. When required by the fire code official, address numbers shall be provided in additional approved locations and sizes to facilitate emergency response. When the building address cannot be viewed from the public way, a monument, pole or other approved sign or means shall be used to identify the structure as directed by the fire code official. Address numbers shall be maintained.

Fire

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FINAL ACCEPTANCE TESTING - FIRE PROTECTION SYSTEMS | 2012 IFC 901.5: A final acceptance test of the fire protection systems (i.e. fire alarm, automatic fire sprinkler system, commercial cooking suppression, paint booth suppression system, etc.) must be completed and approved by the Salina Fire Department prior to scheduling a final / TCO inspection. Please contact the Salina Fire Department at (785) 826-7340, at least 24 hours in advance to schedule the acceptance testing.

Fire

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KNOX BOX | 2012 IFC 506.1: A Knox box is required for this project. Please contact the Salina Fire Department at (785) 826-7340 for specifications. Click on the following link for more information: <https://www.knoxbox.com/Products>

Fire

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ADDRESS IDENTIFICATION | 2012 IFC SEC 505.1: New and existing buildings shall have approved Arabic address numbers in accordance with the following information: Distance from the Edge of Property Line & Road, Minimum Number Height, Minimum Stroke Width, 0-25 ft. 4 inches 0.5 inch 25-50 ft. 6 inches 1 inch 50-100 ft. 8 inches 1.25 inches 100-150 ft. 10 inches 1.75 inches Over 150 ft. 12 inches 2 inches The address numbers shall be installed on a contrasting background and be plainly visible from the street or road fronting the property. When required by the fire code official, address numbers shall be provided in additional approved locations and sizes to facilitate emergency response. When the building address cannot be viewed from the public way, a monument, pole or other approved sign or means shall be used to identify the structure as directed by the fire code official. Address numbers shall be maintained.

Fire

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ALARM REGISTRATION | SMC 14-83: All alarms that contact Salina's emergency communication center are required to be registered. Please contact the Salina Fire Department at (785) 826-7340 for specifications.

Fire

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OCCUPANT LOAD POSTING | 2012 IFC [B] 1004.3: Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or authorized agent. This shall be consistent with the occupant load that is listed on the Code Footprint.

Utilities

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HOSE BIB | 2012 UPC TABLE 6-2: Provide a separate water connection (hose bib) for any cleaning chemical dispensers which will be used at the mop sink. No shut off valve shall be installed downstream of the vacuum breaker.

Utilities

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Utilities

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BACKFLOW DEVICES | 2012 UPC 603.0, SMC 41-70.6: Provide backflow devices approved for the potential hazard at all ice makers, trap primers, etc. (unless the potential hazard has built in backflow) Backflow devices shall be testable.

General Note

Planning and Zoning

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General Note - This property is located in the SRA and is eligible to have building permit fees waived.

Planning and Zoning

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General Note- This property is located in the Neighborhood Revitalization Area (NRA) Core Area and is therefore potentially eligible for the NRA program.

Special Condition

Planning and Zoning

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Special Condition: The tenant remodel permit is approved for interior demolition and interior alterations for the proposed first level office spaces within Building II only. No work on the exterior building façade may commence until and unless the BID No. 1 Design Review Board approves a Certificate of Compatibility for the proposed façade renovations. Section 2-207(a)

Planning and Zoning

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Special Condition: The Salina Downtown Design Review Board (DRB) met on **December 8, 2022** to consider Application #CC22-10, filed by JGR Architects on behalf of the Overland Property Group, requesting approval of a Certificate of Compatibility to allow exterior modifications to be made to the front and rear facades of the Lee Hardware building warehouse addition located on the east side of North Santa Fe Avenue (Phase II). The Board voted 4-0 to approve a Certificate of Compatibility for the exterior façade modifications of the front and rear facades of the Lee Hardware building warehouse addition located on the east side of North Santa Fe Avenue subject to the following condition of approval:

1. That if there area any significant changes to the proposed renovations to the building façade as approved by the Board, Development Services staff will be notified to determine whether additional staff or DRB Review will be required.

Planning and Zoning

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Special Condition: The Salina Heritage Commission (HC) met on **December 13, 2022** to consider Application #CA22-3, filed by JGR Architects on behalf of the Overland Property Group, requesting approval of a Certificate of Appropriateness to allow exterior modifications to be made to the South Lee Hardware building (Building 2) and the demolition of a non-historic two-story addition at the rear of the building. The Commission voted 5-0 (Chair Gillam recusing herself) to approve the Certificate of Appropriateness to allow the proposed building façade modifications and demolition of the non-historic addition subject to the following conditions:

1. That if there are any significant changes to the project as approved, Development Services staff will be notified to determine whether additional staff or Heritage Commission review will be required.
2. A separate demolition permit shall be applied for and issued for the demolition of the two-story addition at the rear of the building. **Complete**

Planning and Zoning

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Special Condition - A separate sign permit must be applied for and issued prior to the installation of any signs per Section 42-501 of the Salina Municipal Code.

Reviewers

Utilities (3 Comments)

Martha Tasker

785.309.5725

martha.tasker@salina.org

Building Services (2 Comments)

Shawn Homan

785.309.5715

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Fire (7 Comments)

Joe Kvacik

785.826.7340

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Planning and Zoning (7 Comments)

Dustin Herrs
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